Small Business BASIC Workshop

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Small Business Specialist

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The Small Business Office
Business Opportunity Center – Bldg 32M

Reception Area	Leticia Evans	(804) 279-4302
Display Area	Edwin Lilly	(804) 279-5863
Compad	Nancy Witwer	(804) 279-4955

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SB Specialists

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SBA PCR Judy Sayers (804) 279-3690

DSCR & Small Business (FY 03)

- 159,236 Awards to SB
- $1,084,439,000 Awarded to Small Business
- 44.1% of Dollars Awarded
- 20.7% of SB Awards Issued Through Set-Aside Procedures
- $36,764,000 Awarded to 8(a) Firms

DSCR & Small Business Goals (FY 04)

- Small Business 42.3%
- Small Disadvantaged Business 2.7%
- Woman Owned Small Business 4.3%
- Service Disabled Veteran Owned Small Business 3.0%
- Hubzone Small Business Concerns 2.5%

Set-Aside Guidelines

- Small Business Set-Asides
  Exception to Non-Manufacturer Rule < $25K
  Waiver of Non-Mfr Rule – FSC 2620, 3110, 3130, 5821, 6810
- 8(a) Set-Asides
  Approved Source-Documented Capability
  ABVS – past performance
  Advance Identification
- Competitive HUBZone Set-Aside > 100K
- SDVOSB Set-Aside – coming soon!

Registration!

- CCR Registration – www.ccr.gov
- Dynamic Small Business Search – www.ccr.gov
- DSCR Web Site – www.dscr.dla.mil
  Business Opportunities Page:
    - TDMD (Export Control/Rights Guard)
    - Email Registration
    - Procurement Gateway – Profile
- BSM - www.dla.mil/j-6/bsm/SIRC/default.asp

Identifying Capability

- DSCR procures by Item Name/FSC
- Review list of product sales receipts
  - What is most common? Most competitive?
  - Compare with terms used in Government solicitations
- Identify product names – compare with Gateway
- Identify CAGE code of manufacturers supplied
  www.dlis.dla.mil - click supplier/ cage code search
- Review Contract History for successful competitors

Identifying Opportunities

- BPA – Competitive only within BPA, Up to $25K
  - BPA Application – bjohnson@dscr.dla.mil
  - Authorized Distributor – Letter From Manufacturer
- Procurement Gateway – DSCR procurements: SASPSII, RFQ, RFP
- Fed Biz Opps
  - Over $100K – Over $25K If Not On Procurement Gateway
  - Services
  - HUBZone Set-Asides (near future?)
- BSM SR web - https://dlaweb.bsm.dla.mil/SRweb/
- TDMD - Open Solicitations with drawings avail.- www.dscr.dla.mil
- Small Business Acquisitions – Market Baskets –

What Can I Quote?

Part Number Items - Must supply the manufacturer/P/N cited

Alternate Offer – Part other than cited in AID

- QPL Applies – must provide part/mfr cited on QPL
- Source Control – Manufacturer cited in list as approved
- Configuration Control – Manufacturer cited as approved

Source Approval Request – to Buyer or Nancy Witwer

Technical Data Package/Spec – Manufacture to spec/dwg

Locating Data

- Manufacturers Part Number – No technical Data avail

- Drawings – TDMD: view, download, print, order
  Only available during time of open solicitation

- Military/Federal Specifications/CID – www.dsp.dla.mil
  Quick Assist – input document number

- Commercial Specifications – Contact Organization

Learn Before you Leap

- Identify capability by product name/FSC
- Review Gateway for about 3 months
  - Identify Government terms for products
  - Read solicitations –language, terms, clauses, packaging
  - Identify Buyer Codes, Product Centers
  - Review contract history for pricing/quantities
  - Verify delivery times
  - Understand evaluation criteria
- Ask questions before you start quoting
- Don’t quote everything in site

Performance Matters

- Automated Best Value System
- Modifications
  - Delinquencies
  - Vendor caused delays
- Origin Inspection – 30 Day advance notice/ full lot rejection
- Questions and issues to Contract Administrator
- Termination for Default vs Termination for Convenience

Taking Advantage of the DSCR Web Site

- Gateway publishes solicitations/awards
- DSCR website provides supporting information
  - Technical Data Management Division (TDMD)
    - Export Control - Boeing Rights Guard
  - NSN Item Description Lookup – Contract History
  - Buyer Info Lookup – buyers, sections- “Query”
  - ABVS – Check it every month
  - Mfr CAGE/P/N to NSN Cross Reference

Getting Paid

- Payment for partial shipments
- Progress Payments – prior authorization required
- No COD or Advance Payments made
- No payment for failed First Article
- Payment reduction - DEF (PACE) delinquency
- Government Terms – Default Net 30

- DFAS PAYMENTS - Web Site: www.dfas.mil
  - Vendor Pay – check invoices
  - Contractor Payment Handbook
  - DD250, Invoice, Receipt of Shipment
  - Web Invoicing

Long Term Contracts-Beware!

- POPS Clause
- Guaranteed Min ($$) vs Delivery Order Min (QTY)
- Short Delivery – Stock on Hand
- Surge Requirements – in addition to regular requirements
- Out Year Pricing
- Flexible Options – Yikes!

The Julian Calendar

- Used in PR numbers, delivery dates, issue/closing dates
- Julian Date consists of the last two digits of the year
  the three digit date in the calendar year

- Example: 04189 = 2004 189th day = 8 July 2004
  PR Number = YPG05156000123
  05 = Year
  156 = Day In Year
  05156 = Julian Date

Business Systems Modernization

- Ever changing
- New NSNs being added every few months
- ABVS Evaluation Applies But No ABVS Input
- To Use – Need To Register Separately

IF YOU DON”T USE IT NOW – YOU WILL LATER

KEEP UP WITH BSM

Ready – Set – Go!

Ready: Register CCR – Certify Size
Set : Prepare – Product, Terms, POC
Go : Market – Cage Code

The Long Haul

Starting Out : Read Terms
Settling In : Respond to Solicitations
The Last Leg : Review Awards

Every Good Performance

Opens The Curtain

To Another

Opportunity